
MONTGOMERY COLLEGE GOVERNANCE

Staff Council

October 1, 2020

Via Zoom

1:00pm-3:00pm

Attendees:

- **Members Present:** Shakenna Adams-Gormley (Chair), Daphne Alfelor (Secretary), Brooke Crothers, Ramon De La Cruz (Vice Chair), Alton Henley, Dwayne Henry, Surayya Johnson, Tilandra Rhyne, Carroll Rollman, Christopher Standing, Kristina Schramm, Amanda Stroud, Matt Wilson
- **Members Absent:** Charles Braxton and Reginald Cabrera

Call to Order

The regular meeting was called to order at 1:06 pm by Chair Shakenna Adams-Gormley.

Meeting Minutes

- The minutes for the May 7, 2020 and September 17, 2020 meetings were approved as prepared.

Constituent Concerns:

- No constituent concern reported.

Unfinished Business

- **Posthumous Benefit – Tuition Waiver for Dependent Children of Deceased Montgomery College Employees**
 - Amanda Stroud prepared a chart comparing tuition waiver policies from universities including information on eligibility based on years of service, dependent status, maturity age, and percentage of tuition waiver.
 - Sue Redding of HRSTM, Tim Dietz of General Counsel, and Donna Schena, Senior Vice President for Administrative and Fiscal Services saw no conflict or legal ramifications with moving forward with the recommendation.
 - Surayya Johnson motioned to put forth a recommendation of an educational assistance in the form of tuition waiver for surviving dependent children of deceased Montgomery College employees.

General Requirements:

1. A deceased MC employee shall be defined as one who at the time of death was in active service who had served the College at least one year in a full-time or part-time permanent capacity.
2. An eligible dependent shall be defined as children who are considered dependents under IRS Section 152.
3. Dependent children may not pass the age 26 at the time of registration.
4. If the child is 26, is claimed as a dependent on the employee's federal income tax return, then the child has two years to complete the program.

- 5. Eligibility of dependent children shall terminate at the age 28.
 - Amanda Stroud second the motion with eight in favor and one oppose.
 - Shakenna Adams-Gormley will draft the recommendation and will share it with the Staff Council for review and vote before forwarding the recommendation to the College Council.
- **Goals (Discussion)**
 1. Complete communication goal from last year. Add disenfranchisement and egalitarian as communication piece.
 2. Work with HRSTM to improve employee onboarding and support. (Adopted from MC2025 Strategic Goals #5.)
 - Add additional trainings within 30-60 days of employment that is applicable to job performance including detailed Banner training, Policy and Procedures, College forms, benefits eligibility, union, affinity groups, etc.)

New Business – How to Safely Return to Campus.

- At SVPAA meeting last week, Dr. Sanjay Rai assigned Staff Council to provide recommendations for returning to campus safely.
- Shakenna Adams-Gormley will collect recommendations from Staff Council members and will present to SVPAA on October 14.

Concerns:

- Which classes are required for certification to be in-person?
- What are safety considerations for employees to return to campus?
- HRSTM – will faculty and staff be ready to return?
- Convert courses from in-person to online.
- Classroom management - facilities will limit occupation of classrooms to allow cleaning in between classes.
- Uncertainty of public health safety (county infection rate).

Chair’s Report – Shakenna Adams Gormley

- “Using Video to Assess Student Attention in Virtual Class Meetings” chart was sent out by the provosts to the deans of students regarding guidelines of videos for virtual classes.
- Policy & Procedures are out and available for feedback.
 - 32105 – Recruitment of Regular Employees and Temps with Benefits is currently open for public comment until October 23, 2020.
 - 32102, 32104, 32105 were combined together with exception of part-time faculty which is not included.
- Equity & Inclusion Town Halls
 - E&I Town Hall (Group 2) – October 2, 2020 12:00-1:30 p.m.
 - College Culture (Group 3) – October 9, 2020 12:00-1:30 p.m.
 - Multicultural Teaching and Learning Experiences (Group 4) – October 23, 2020 12:00-1:30 p.m.
 - Community Wide Opportunities (Group 5) – October 30, 2020 12:00-1:30 p.m.
- Students can complete a student engagement survey at www.ccsse.org/sense.
- CARES Act funding application is available for students.
- Nik Sushka is coordinating a student emergency fundraiser between October 2 – October 10 with the purchase of tumblers, masks, shirts, etc. Items will be available for shipment at the end of October. Order at bit.ly/Impact_MC_Emergency_Fund. Contact

- nick.sushka@montgomerycollege.edu or 240.567.5261 for additional information.
- Talent Share Program – 25 requests were submitted, 17 of the requests were filled. HRSTM has not posted available positions online.
 - Students can request for Microsoft Office Suite online and install it up to five devices.
 - Enrollment is down by 6%. Dual enrollment is up by 20%.
 - Additional 7 and 15-weeks courses will be added to the spring schedule.
 - Limit credits load per semester is applied for 7 or 15-weeks courses.
 - Students can go to the deans for overloads approval.
 - Spring registration begins on October 19.
 - Development of summer schedule is underway.
 - Parking fees for students, faculty, and staff cannot be waived due to bonds.
 - A virtual presentation is being planned to discuss reports and test results on the mold issue in the PE building.

Announcements and Agenda Items for Next Meeting

- Recommendation for posthumous benefit – tuition waiver for dependent children of deceased Montgomery College employees.
- Complete goals.
- Status update on constituent concerns.

Adjourned at 2:32 p.m.

Respectfully submitted by
Daphne Alfelor, Staff Council Secretary